

I.

Introduction

The Workforce Investment Act (WIA) offers a comprehensive mix of workforce development activities benefiting employers, incumbent workers, job seekers, laid-off workers, youth, veterans, new workforce entrants, and persons with disabilities. WIA's objective is to promote and improve participants' employment, job retention, earnings, and occupational skills.

WIA has three funding streams serving the following three distinct customer populations:

- Adults
- Dislocated Workers
- Youth (older youth ages 19–21, younger youth ages 14–18)

While there are some similarities among funding streams, it is important to understand the differences. The WIA law and regulations clearly define and set specific parameters for the three customer populations, which have different employment services and corresponding eligibility criteria.

ADULTS AND DISLOCATED WORKERS

WIA provides the following three-tiered customer service levels to adults and dislocated workers:

1. Core Services are

Self-service or Informational core services are designed to inform and educate individuals about the labor market, their employment strengths, weaknesses and the range of services appropriate to their situation are considered informational in nature, and therefore do not require registration.

Staff-assisted core services are defined as services that are individualized, go beyond self-service, and are provided on a one-on-one basis or a small group setting with the assistance of a staff member. These services are normally provided after the customer has utilized self-services, and are tailored to the individual's needs. Registration is required before receiving staff-assisted core services.

2. Intensive Services are WIA staff-assisted job search and occupational development services.

3. Training Services pay job training costs associated with WIA-approved training programs. WIA funds can and should be coordinated with other resources, such as Trade Adjustment Assistance (TAA), federal Pell Grants and partner funds.

Funding: Depending upon available funding, Local Workforce Development Boards must state they have either:

- sufficient funds to serve all potentially eligible WIA applicants; or
- insufficient funds to serve all potentially eligible WIA applicants.

Each Board sets its own WIA service priority. If funds are sufficient, a Board may offer services to adults (regardless of income) and dislocated workers. If funds are insufficient, public assistance recipients and other low-income customers must be the first priority. However, depending on their priority list, Boards may serve adults who are not low income even when funds are limited.

Note: WIA does not impose an income-level standard or criterion on dislocated workers.

YOUTH

WIA provides year-round employment and training services for economically disadvantaged youth. WIA youth services are not tiered, unlike adult and dislocated worker services. Youth establish educational and career goals and work toward them via WIA-funded activities.

Eligibility, Documentation, and Verification

WIA distinguishes between two types of eligibility:

- **General** program eligibility, e.g., United States (U.S.) citizenship (or right to work in the U.S.), age, and selective service registration; and
- **Specific** program eligibility, e.g., income level, meeting dislocated worker criteria, or a youth barrier.

Local workforce investment areas are required to document the eligibility of adult, dislocated worker, and youth participants served with WIA funds. The WIA Eligibility Guidelines explain each WIA customer population, and provide information and procedures for documenting and verifying eligibility.

TITLE I WIA PROGRAM ELIGIBILITY CRITERIA FOR REGISTRATION AND CORRESPONDING ACT/REGULATION CITATIONS

PURPOSE – the Program Eligibility for Registration chart shows “AT-A-GLANCE” the Title I WIA eligibility criteria for the Adult (18 or older), Youth (14–21), and Dislocated Worker programs.

REGISTRATION – the process for collecting information to support a determination of eligibility. This information may be collected through methods that include electronic data transfer, personal interview, or an individual's application.

[20 CFR 663.105 (Adult and Dislocated Worker); 20 CFR 664.215 (Youth)]

DESCRIPTION: This chart is displayed as a four-column chart that consists of Eligibility, Adult (18 or older), Youth (14–21), and Dislocated Worker programs. When an Act/Regulation Citation is listed in a specific column, the registered individual must meet the eligibility criteria if they are to receive staff-assisted core, intensive, and training services under WIA as an adult (18 or older) and/or dislocated worker. Likewise, a registered individual who is a youth must meet the youth eligibility criteria if they are to receive youth services.

GENERAL INSTRUCTIONS:

- **Eligibility column denotes the three areas for Eligibility (Adult, Youth and Dislocated Worker).**

For General Eligibility Criteria, all registered individuals must meet the definition of Citizenship or Eligible to Work, Selective Service Registrant (if applicable), and Age.

- **Adult (18 or older) column denotes the specific Act and Regulation Citation for eligibility under the Adult (18 or older) program.**

Registered adults (18 or older) must meet the definition of General Eligibility, which includes Citizenship or Eligible to Work, Selective Service Registrant (if applicable), and Age.

Adults who receive services funded under Title I other than self-service or informational activities must be registered and determined eligible. **[20 CFR 663.105(b)]**

- **Youth (14–21) column denotes the general and specific Act and Regulation Citation for eligibility under the Youth (14–21) program.**

Registered youth (14–21) must meet the definition of General Eligibility, which includes Citizenship or Eligible to Work, Selective Service Registrant (if applicable), and Age, **and** Specific Eligibility which includes Low Income Individual and have one or more Barriers.

If the youth does not meet the definition of low income and barriers, they must meet the definition of one or more of the categories listed under Exceptions.

No more than 5% of the participants in each local area may be individuals who do not meet the income criteria to be considered eligible youth, if such individuals are within one or more the categories defined by Exception.

All youth participants must be registered. **[20 CFR 664.215]**

- **Dislocated Worker column denotes the general and specific Act and Regulation Citation for eligibility under the Dislocated Worker program.**

Registered dislocated workers must meet the definition of General Eligibility, which includes Citizenship or Eligible to Work, Selective Service Registrant (if applicable), **and** Specific Eligibility for any one of the five categories of Dislocated Worker.

Dislocated workers who receive services funded under Title I other than self-service or informational activities must be registered and determined eligible. **[20 CFR 663.105(b)]**

PARTICIPANT – an individual who has registered under 20 CFR 663.105 or 20 CFR 664.215 and has been determined to be eligible to participate in and who is receiving services (except for follow-up services) under a program authorized by WIA Title I. Participation commences on the first day, following determination of eligibility, on which the individual begins receiving core, intensive, training, or other services provided under WIA Title I. **[20 CFR 660.300]**

TITLE I WIA PROGRAM ELIGIBILITY CRITERIA FOR REGISTRATION AND CORRESPONDING ACT/REGULATION CITATIONS

ELIGIBILITY	ADULT (18 or Older)	YOUTH (14 – 21)	DISLOCATED WORKER
GENERAL ELIGIBILITY – All registered individuals must meet Citizenship/Eligible to Work, Selective Service (if applicable), & Age.			
CITIZENSHIP OR ELIGIBLE TO WORK	Act 188(a)(5)	Act 188(a)(5)	Act 188(a)(5)
SELECTIVE SERVICE REGISTRANT	Act 189(h)	Act 189(h)	Act 189(h)
AGE	Act 101(1) 20 CFR 663.110	Act 101(13)(A) 20 CFR 664.200(a)	20 CFR 663.110
SPECIFIC ELIGIBILITY – Youth must meet the definition of Section 1 (Low Income) AND Section 2 (Barrier)			
1. LOW INCOME INDIVIDUAL [Act 101(25)] Any one of the following six elements: A. Cash public assistance B. Family income at or below the Poverty Line or 70% of the Lower Living Standard Income Level C. Receives Food Stamps or was determined eligible to receive in last six months D. Homeless per 103(a) & (c) of the McKinney Act E. Publicly supported foster child F. Individual with a disability whose own income is at or below the Poverty Line or 70% of the Lower Living Standard Income Level [20 CFR 664.250]		Act 101(25) 20 CFR 664.200(b)	
2. BARRIERS – is within one or more of the following categories: [Act 101(13)] A. Basic Skills Deficient [Act 101(4); 20 CFR 664.200(c)(1) and 20 CFR 664.205] B. School Dropout [Act 101(39); 20 CFR 664.200(c)(2)] C. Homeless, Runaway, or Foster Child [20 CFR 664.200(c)(3)] D. Pregnant or Parenting [20 CFR 664.200(c)(4)] E. Offender [20 CFR 664.200(c)(5)] F. Is an individual (including a youth with a disability) who requires additional assistance to complete an educational program, or to secure and hold employment [20 CFR 664.200(c)(6) and 20 CFR 664.210]		Act 101(13)(c) 20 CFR 664.200(c)	
If a Youth is not Low Income and does not have a Barrier, then the Youth must meet the definition of Section 3 (Exceptions).			
3. EXCEPTIONS (Any one of the following) Not more than 5% of participants assisted under Section 129 in each local area may be individuals who do not meet the minimum income criteria to be considered eligible youth, if such individuals are within one or more of the following categories: [Act 129(c)(5); 20 CFR 664.220] A. School Dropout [Act 101(39)] B. Basic Skills Deficient [Act 101(4); 20 CFR 664.205] C. Behind Grade Level D. Pregnant or Parenting E. Individual with disabilities, including learning disabilities [Act 101(17)] F. Homeless or Runaway Youth G. Offender [Act 101(27)] H. Serious barriers to employment as identified by the local board and described in the local plan.		Act 129(c)(5) 5% 20 CFR 664.220 5%	
SPECIFIC ELIGIBILITY - Dislocated Worker			
1. DISLOCATED WORKER [Act 101(9)] Any one of the five categories: A. Terminated/Laid Off; Eligible for UC and Unlikely to Return B. Permanent Closure/Substantial Layoff C. General Announcement of Closure D. Formerly Self-Employed/Currently Unemployed E. Displaced Homemaker [Act 101(10)]			Act 101(9)(A); 20 CFR 663.115 Act 101(9)(B); 20 CFR 663.115 Act 101(9)(B); 20 CFR 663.115 Act 101(9)(C); 20 CFR 663.115 Act 101(9)(D); 20 CFR 663.120